

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 92
JUNE 11, 2014 – WORK SESSIONS**

Public Works **Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, June 11, 2014, at 9:00 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
Helen Price Johnson, Member
District 3 Commissioner – Vacant

Staff Present: Eric Brooks, DEM, Jim Rich, Special Projects Coordinator, Island County DEM

Others Present: Elaine Marlow, Budget Director

Record @ 00:05

Subject/Description: Presentation – Current Project Investigation of Historic Tsunamis in Island County

Attachment: PowerPoint

Information: Island County Department of Emergency Management briefed the Board on its summer project investigating evidence of historic tsunamis in Island County.

Human Resources

Work Session was held between the County Commissioners and Human Resources on Wednesday, June 11, 2014 at 9:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
District 3 Commissioner – Vacant

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Brooke Powell, Dave Wechner, Jackie Henderson

Record @ 35:11

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- GIS Administrator, new position, NR-15, #053/14 - Postponed.

Sheriff

- Civil/Records Clerk, replacement, Staff 4, #054/14

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Commissioner Price Johnson moved to approve Job Requisition #054/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Treasurer

- Chief Deputy Treasurer, replacement, NR-15, #044/14
Commissioner Price Johnson moved to approve Job Requisition #044/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Clerk

- Deputy Clerk 1, replacement, C-6, #052/14 – Pulled.

District Court

- Court Administrator, replacement, NR-15, #043/14
Commissioner Price Johnson moved to approve Job Requisition #043/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- Deputy Court Clerk, replacement, C-7, #045/14
Commissioner Price Johnson moved to approve Job Requisition #045/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Superior Court

- Court Improvement Plan Coordinator, replacement, .45 FTE, NR-9, #046/14
- *Commissioner Price Johnson moved to approve Job Requisition #046/14. The motion was seconded by Commissioner Johnson and carried unanimously.*

Planning

- Critical Areas Planner, replacement, C10;C11;C12, #055/14
Commissioner Price Johnson moved to approve Job Requisition #055/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Human Services

- Crisis Mental Health Outreach – Licensed Mental Health Professional, new position, .5 FTE, #039/14
Commissioner Price Johnson moved to approve Job Requisition #039/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- Early Childhood Mental Health Support Services, new position, .5 FTE, #040/14
Commissioner Price Johnson moved to approve Job Requisition #040/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- School Based Mental Health Counselor, new position, 1.0 FTE, #041/14
Commissioner Price Johnson moved to approve Job Requisition #041/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- School Based Mental Health Counselor, new position, .5 FTE, #042/14
Commissioner Price Johnson moved to approve Job Requisition #042/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Auditor

- Recording/DOL Deputy Auditor, increase of 5 hours per week, #035/14
Commissioner Price Johnson moved to approve Job Requisition #035/14. The motion was seconded by Commissioner Johnson and carried unanimously.

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Health

- EHT – Camano, increase of 5 hours per week, NR-8, #048/14
Commissioner Price Johnson moved to approve Job Requisition #048/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Assessor

- Admin Assistant, increase of 1 hour per week # 051/14
Commissioner Price Johnson moved to approve Job Requisition #051/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- Department Support Assistant, increase of 3 hours per week, 047/14
Commissioner Price Johnson moved to approve Job Requisition #047/14. The motion was seconded by Commissioner Johnson and carried unanimously.

BOCC

- Admin Assistant 1, Coupeville, increase of 8 hours per week, #049/14
Commissioner Price Johnson moved to approve Job Requisition #049/14. The motion was seconded by Commissioner Johnson and carried unanimously.
- Admin Assistant, Camano, increase of 2 hours per week, #050/14
Commissioner Price Johnson moved to approve Job Requisition #050/14. The motion was seconded by Commissioner Johnson and carried unanimously.

Subject/Description: Personnel Policies & Procedures Manual update

Attachment: none

Discussion: The Board continued their review of the Policy Manual, Section, 2.01.008 – Definition of Midpoint; 2.01.027 – Eligibility for Wellness Incentive Program; 2.01.031 – New employees and Additional Annual Leave.

Follow up: Continue review of outstanding issues to a future work session.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, June 11, 2014, at 10:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Commissioner District 3, Vacancy

Staff Present: **Jackie Henderson, Director, Larry VanHorn, Facilities Director**

Others Present: **Elaine Marlow, Budget Director**

Record @ 01:31:13

Subject/Description: Department update

Attachment: none

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Action Requested: Jackie discussed with the Board space and privacy needs in the Human Services Department. They have looked at two locations, a vacated doctor's office on Main Street and the county owned Compass Health building. The Compass Health building was built with Community Development Block Grant (CDBG) funds.

Follow up: The Board was in favor of moving in the direction of occupying the Compass Health building. The first step is for GSA to work with Jackie Henderson, Compass Health and the Department of Commerce regarding the terms and conditions of the CDBG grant and the terms and restrictions of the lease with Compass Health.

Elaine Marlow and Larry Van Horn will bring back to the Board a proposed plan for moving Property Management into the Facilities Department.

**WSU / Extension Services
Summary Minutes**

Work Session was held between the County Commissioners and WSU/Extension on Wednesday, June 11, 2014, at 10:55 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Commissioner District 3, Vacant

Staff Present: **Tim Lawrence, Director**

Others Present: **Elaine Marlow, Budget Director**

Record @ 01:53:32

Subject/Description: **Update on survey instrument**

Attachment: none

Information: Tim Lawrence updated the Board on the survey assessing WSU programs in Island County.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, June 11, 2014, at 11:10 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Jill Johnson, Chair** **Staff: Pam Dill**
 Helen Price Johnson, Member
 Commissioner District 3, Vacant

Staff Present: **UnderSheriff Kelly Mauck, Wylie Farr**

Others Present: **Elaine Marlow, Budget Director, Bill Oakes**

Record @ 02:12:01

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 96
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Subject/Description: Purchase Radar Trailer

Attachment: PO #8389

Action Requested: Purchase of 1 each radar reader trailer (18" Display, Red/Blue & Slow Down Violator Alerts & Traffic Data Computer); Kustom Signals, Inc.; Amount: \$10,816.74.

Follow-up: Okay with Board to move forward to Monday's agenda.

Subject/Description: Marine Safety Unit Boat

Attachment: PO # 8390

Action Requested: Purchase of 1 each Martine Safety Unit Boat; Better Boats, Inc. dba Lee Shore Boats; Amount: \$236,062.68

Follow-up: Okay with Board to move forward to Monday's agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, June 11, 2014 at 11:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners:	Jill Johnson, Chair Helen Price Johnson, Member <i>District 3 Commissioner – Vacant</i>	Staff: Pam Dill
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Others Present: Elaine Marlow, Budget Director

Record @ 02:26:37

Subject/Description: Consider applicants for appointment/reappointment on the WRAC

Attachments: yes

Action Requested: The Board considered applicants for appointment/reappointment on the WRAC.

Follow up: Okay with Board to move recommendation forward to Monday's agenda.

Subject/Description: Consider applicant for reappointment on the Northwest Senior Services Advisory Board

Attachments: yes

Action Requested: The Board considered the applicant for reappointment on the Northwest Senior Services Board.

Follow up: Okay with Board to move recommendation forward to Monday's agenda.

Budget Director/GSA/IT
Summary Minutes

Work Session was held between the County Commissioners and the Budget Director on Wednesday, June 11, 2014, at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:	Jill Johnson, Chair Helen Price Johnson, Member <i>District 3 Commissioner – Vacant</i>	Staff: Pam Dill
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**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 97
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Staff Present: Elaine Marlow, Budget Director

Record @ 02:27:00

Subject/Description: Request by Island County Fair Association for reimbursement

Attachments: Memorandum dated 6/11/14 from Elaine Marlow to BOCC

Action Requested: Recommendation to approve reimbursement for electrical upgrades and replacement of hot water heater; Amount: \$8,789.34.

Follow up: Okay with Board.

**Planning & Community Development
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, June 11, 2014 at 11:35 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
District 3 Commissioner – Vacant

Staff: Pam Dill

Staff Present: Brad Johnson, Will Simpson, Paula Bradshaw

Others Present: Elaine Marlow, Budget Director

Record @ 02:37:05

Subject/Description: Professional Services Contract with the Tulalip Tribes

Attachment: yes

Action Requested: Approval of Professional Services Contract with the Tulalip Tribes to compile best available science regarding environmental conditions at the watershed scale in GIS for WRIA 6 and make it available to Island County staff to incorporate the research, findings, predictive model, and coastal watershed characterization results into the WRIA 6 Geospatial database for the development and/or implementation of Island County's Critical Areas Ordinance. Island County Planning is providing the Professional Services; National Estuary Program (NEP) Watershed Protection and Restoration Grant No. G1200436; Amount: \$13,000.00.

Follow up: Okay with Board to move forward to a Monday agenda.

**Health Department
Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, June 11, 2014, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Helen Price Johnson, Member
District 3 Commissioner – Vacant

Staff: Pam Dill

Staff Present: Keith Higman, Director

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Others Present: Elaine Marlow, Budget Director, Jackie Henderson

Record Part 2 @ 00:05

Administration

Subject/Description: North Sound Accountable Community of Health Planning Process

Attachment: House Bill Report – E2SHB 2572 & Regional Health Collaborative Q & A

Information: On May 30th, 2014, members of the North Sound Accountable Community of Health Pre-Planning Group submitted a proposal to the Health Care Authority for a planning grant to create a North Sound Community of Health Plan. This is the first step in positioning the North Sound Region in being one of the first two pilot Accountable Communities of Health selected in 2015. Whatcom Alliance for Health Advancement (WAHA) will facilitate the planning process.

If selected, Keith estimated Island County's contribution to the planning process, based on population, would be approximately \$3,300.00.

Follow up: Keith will keep the Board apprised as the process moves along.

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Helen Price Johnson, Member

Commissioner District 3, Vacant

ATTEST:

Debbie Thompson, Clerk of the Board